



## Commission Meeting Minutes

October 24, 2013

9am-3:30pm

State Capitol, Room 317

Helena, MT

### Commission Meeting Itinerary:

- 1) Welcome from Governor Steve Bullock and First Lady Lisa Bullock, 9am-9:30am
  - a. Commissioners donate coats at One Warm Coat Drive rotunda drop-off location
- 2) Introductions, 9:30am-10am
  - a. Commissioners share first or most memorable volunteer experience
- 3) Meet our AmeriCorps State Programs: Montana Conservation Corps & Big Sky Watershed Corps presentation, 10am-10:30am
- 4) Meet our AmeriCorps State Programs: Justice for Montanans Project presentation, 10:30am-11am
- 5) Meeting called to order, 11:15am
- 6) Lunch, noon-1pm
- 7) Meet our AmeriCorps State Programs: FoodCorps Montana presentation 1:30pm-2pm
- 8) Meet our AmeriCorps State Programs: Montana State Parks AmeriCorps presentation, 2pm-2:30pm
- 9) Staff reports, 2pm-2:30pm
- 10) State Service Plan, 2:30pm-2:45pm
- 11) Commissioner Reports and Updates, 2:45pm-3:15pm

[Audio version of the commission meeting](#)

AGENDA	DIALOGUE	ACTION ITEMS
I. Chair Karin Olsen Billings Welcomes and Opens Meeting 11:15am		
a. Roll Call	<u>Commission Members Present:</u> Karin Olsen Billings, Jackie Girard, Jim Larson, Heather Margolis, Nancy Matheson, Erica McKay, Kevin Myhre, Wendy Nicolai, Robert Nystuen, Chantel Schieffer, Adam Vauthier <u>Commission Members Excused:</u> Jack Chambers, James Corson (proxy to Robert Nystuen), Scott Smith (proxy to Karin Olsen Billings), David Van Son, Dustin Whitford <u>Guests and Staff Present:</u> OCS-Dan Ritter, Katie Gallagher, Marissa Perry, Tony Dean, CNCS- Amy Busch, <i>Montana Conservation Corps</i> - Jono McKinney, Lee Gault, <i>Big Sky Watershed Corps</i> - Bryan Wilson, <i>Montana State Parks</i>	

	<i>AmeriCorps</i> - Katie McKeown, Ken Soderberg, Paul Kindt, Casey Stephenson, <i>FoodCorps</i> - Kirsten Gerbatsch, Nancy Moore, <i>Justice for Montanans Project</i> - Krista Partridge, <i>DPHHS PRC</i> - Abby Zent	
b. Approval of June 14, 2013 Minutes	Commissioner Vauthier moved to approve the minutes, Commissioner Schieffer seconds, the motion carried and the minutes were approved	<a href="#">June 14, 2013 minutes</a> approved
c. Chair and Vice Chair Elections	Commissioner Vauthier nominated self for position of Vice Chair, Commissioner Schieffer motioned to approve by acclamation, Commissioner Vauthier approved by acclamation Commissioner Myhre nominated Commissioner Olsen Billings for position of Chair, Commissioner Margolis seconds, Commissioner Olsen Billings approved by acclamation	Commissioner Vauthier approved as Vice Chair Commissioner Olsen Billings approved as Chair
d. <a href="#">Commissioner Workgroups</a>	Commissioner Olsen Billings and Director Dan Ritter explain the 3 workgroups, the tasks, and the time commitment- ServeMontana Award Workgroup, Grant Review Workgroup, ServeMontana Sponsorship Workgroup. Erica McKay, Jim Larson, Heather Margolis, Kevin Myhre, and Jackie Girard volunteer for the ServeMontana Award Workgroup Adam Vauthier, Heather Margolis, Nancy Matheson, Chantel Schieffer, and Kevin Myhre volunteer for the Grant Review Workgroup <ul style="list-style-type: none"> <li>Commissioner Margolis asked if there would be external grant reviewers. Commissioner Olsen Billings responded that in the past community reviewers, such as United Way Directors, have participated.</li> <li>Commissioner Matheson stated that it would be best if there were more than four reviewers in case people had to recuse themselves and to avoid ties</li> </ul> Robert Nystuen, Chantel Schieffer, Karin Olsen Billings, and Wendy Nicolai volunteer for the ServeMontana Sponsorship Workgroup	
II. Governor's Office of Community Service Updates		
a. Tony Dean- Financial Update	Tony Dean provided an update on OCS financials and reviewed the <a href="#">funding percentages</a> and <a href="#">funding table</a> . <ul style="list-style-type: none"> <li>The Funding table provides information on the administration and Ready Montana grant.</li> <li>\$50,000 increase in the state general fund due to a</li> </ul>	

	<p>one-time only additional funding. The future of that money will be up in the air at the next legislative session.</p> <ul style="list-style-type: none"> <li>• The disability and the PDAT funds have gone away, a significant cut for OCS. It provided training for our programs and went to staff salaries and OCS doesn't know if the money will come back.</li> <li>• The Special Needs grant also went away.</li> <li>• The Citizen Corps funding is in its last year and will be shifting to the EMPG grant, funding through military affairs from the department of homeland security and then OCS applies for the funds through a grant.</li> <li>• The federal dollars have declined, the formula have increased due to supplemental funding that OCS applied for</li> <li>• Cuts at the federal level. Have to look at initiative from CNCS to grow resources in the office.</li> <li>• Commissioner Olsen Billings asked if some of the symposium funding would be used for the award luncheon since they are now separate events. Director Ritter replied that in the case the awards are not fully funded by sponsors, some symposium funding would be used for the awards</li> <li>• Commissioner Girard state that there were no applicants in Montana for the special initiative grants</li> <li>• Commissioner Olsen Billings stated that the Office of Public Instruction had explored developing an AmeriCorps program that would include placement of members on reservations; however, the Corporation required that the program was able to place 50 members. The slots on the reservations cannot accommodate that many members.</li> </ul>	
b. Jim Auer (presented by Tony Dean)- AmeriCorps Update	<p>Tony Dean provided the AmeriCorps Update on Jim Auer's behalf:</p> <ul style="list-style-type: none"> <li>• OCS awarded just over \$600,000 in AmeriCorps formula grants last spring</li> <li>• OCS applied for supplemental formula funding but was only awarded one slot or \$11,809 of the give slots or \$66,500 requested. Supplemental funding awarded to Big Sky Watershed Corps</li> <li>• For the first year, that OCS knows of, 100% of the AmeriCorps members positions available to Montana were filled. OCS has been near the 100%</li> </ul>	

	<p>mark before but it is exciting to reach 100% across all programs. Programs are effectively using the funds that the Commission awards them and 100% enrollment is a good indicator of this investment</p> <ul style="list-style-type: none"> <li>• To date, programs have retained 93% of members. This means programs are placing and managing members very well and programs are putting education award money into the hands of national service participants</li> <li>• Montana State Parks AmeriCorps was recognized by CNCS for their response to the flooding in Bannack State Park</li> </ul>	
<p>c. Katie Gallagher- <a href="#">Ready Montana Highlights</a></p>	<p>Katie Gallagher provided an update on Ready Montana:</p> <ul style="list-style-type: none"> <li>• ReadyMontana is an all hazards disaster and emergency preparedness initiative. OCS has developed campaigns and projects to reach all Montanans, not just those typically engaged in emergency preparedness and response.</li> <li>• WinterReady Montana last year included a project with senior corps senior companions programs in Missoula and Eastern Montana, wherein senior companions made emergency kits for homebound and disabled seniors. The target audiences for WinterReady Montana are seniors and low-income individuals. Key partners include Senior Corps programs and Montana Food Bank Network.</li> <li>• First ever Fire Awareness Week was held as part of FireReady Montana. OCS also distributed small amounts of funding for organizations to complete wildfire fire preparedness projects. OCS also completed wildfire preparedness outreach at Pioneer League games. The target audience for FireReady Montana is land and property owners.</li> <li>• The first ever ShakeOut drill, a basic earthquake drill, in Montana was a success with over 100,000 participants. The target audience for the ShakeOut is youth and educators. Partners included: American Red Cross, Bureau of Mines and Geology, Disaster and Emergency Services, Department of Administration, Department of Public Health and Human Services, and local partners.</li> <li>• OCS still supports Community Emergency Response Teams, neighborhood preparedness parties, and formal preparedness training through a contract with the American Red Cross.</li> </ul>	

	<ul style="list-style-type: none"> <li>FEMA has introduced a new initiative, America's PreparAthon. More info to be released in coming months.</li> </ul>	
d. Marissa Perry- Outreach Update	<p>Marissa Perry provided an update on communications and media outreach:</p> <ul style="list-style-type: none"> <li>OCS offered mini-grants of up to \$5,000 each for AmeriCorps programs to update or produce new marketing materials. Examples include the 7-minute FoodCorps promotional video previously shown and the marketing materials provided to commissioners by Montana State Parks AmeriCorps</li> <li>Recent media outreach included a ShakeOut spot run statewide, and a PSA with Governor Bullock for the ServeMontana awards to run statewide throughout November</li> <li>OCS is doing a monthly spotlight on AmeriCorps key players to highlight the 20<sup>th</sup> Anniversary of AmeriCorps in Montana. Steve Nelsen, the first Executive Director of Montana Conservation Corps, was featured in the October newsletter. OCS is looking for ways to recruit alumni for 20<sup>th</sup> Anniversary celebrations</li> <li>The <a href="#">Calls to Service</a> handout in commissioner binders provides talking points and describes ways that commissioners can become more involved with OCS and promote volunteerism across the state</li> <li>The deadline for ServeMontana Award nominations is December 2<sup>nd</sup>. Commissioners were asked to promote the awards and share nomination opportunities with the community</li> </ul>	
e. CNCS State Office Update- Jackie Girard	<p>Jackie Girard provided an update on CNCS:</p> <ul style="list-style-type: none"> <li>The Corporation is a federal agency that provides grant funding to AmeriCorps VISTA and Senior Corps in the state of Montana</li> <li>CNCS is not with the state, and wishes to encourage state autonomy. Jackie serves on the commission as an ex-officio, non-voting member</li> <li>Responsible for assisting states and carrying out national service activities.</li> <li>Represent the broader interest of national service and volunteerism, makes sure the commission accomplishes their goals</li> <li>Referred to the <a href="#">CNCS flow chart</a> that breaks down the programs, the <a href="#">Senior Corps directory</a> and service areas, and the <a href="#">AmeriCorps VISTA programs</a>.</li> </ul>	

<p>III. <a href="#">2014 State Service Plan Draft</a></p>	<p>Director Dan Ritter walked through the draft of the 2014 State Service Plan. He discussed how the State Service Plan is written broadly to allow flexibility with OCS financial operations, and that few changes were made from the 2013 State Service Plan. He also stated that a committee will be formed in spring/summer 2014 to rewrite the 2015 State Service Plan in more detail.</p> <ul style="list-style-type: none"> <li>• Commissioner Matheson asked what the difference was between the 2013 State Service Plan to the 2014 State Service Plan. Katie Gallagher replied that only one line was stricken from the Ready Montana section to more accurately reflect Ready Montana.</li> <li>• Commissioner Schieffer asked if the committee to rewrite the 2015 State Service Plan will focus on providing a more detailed operational structure. Director Dan Ritter replied that it would.</li> <li>• Chair Olsen Billings asked for a motion to accept the 2014 State Service Plan</li> <li>• Commissioner Schieffer made the motion to accept the 2014 State Service Plan draft to be reviewed and approved by the Governor, Commissioner Larson seconds</li> <li>• Chair Olsen Billings called for a vote and the motion carried unanimously</li> </ul>	<p>The Montana Commission on Community Service approved the 2014 State Service Plan draft.</p>
<p>V. Commissioner Reports and Updates</p>		
<p>a. Commissioners, please share recent volunteer engagement</p>	<p>Commissioners shared recent volunteer engagements and what they are doing to make an impact in their hometowns:</p> <ul style="list-style-type: none"> <li>• Commissioner Girard commented that her and Amy Busch volunteered at the Veteran Stand Down in Helena in September, helping provide resources and supplies to veterans</li> <li>• Commissioner Larson described how his union formed an all-member community service commission that volunteered with United Way and will host a food drive in Billings</li> <li>• Commissioner Schieffer has been volunteering with her family at a Bozeman café. Montana State University Montana PBS alumni award winners were featured in the SUB.</li> <li>• Commissioner McKay gave updates on MSU service Saturdays which gather about 20 students to do service projects. She also mentioned her work with Can the Griz food drive and developing a Giving Tree through ASMSU.</li> <li>• Commissioner Vauthier described his work as the</li> </ul>	

	<p>Chair of the Boys and Girls Club in Anaconda and his new commitment to spearhead the Trail Society to promote healthy lifestyles and put trails in place.</p> <ul style="list-style-type: none"> <li>• Commissioner Olsen Billings described presenting the Volunteer of the Game at Griz games this season and mentioned her offices' involvement in the ShakeOut earthquake drill.</li> <li>• Commissioner Myhre described the kickoff of the first class of Leadership Center Montana in Lewistown that teaches young people about community service</li> <li>• Commissioner Margolis described her service on the Holter Board and recruiting for Smart About College (SAC)</li> <li>• Commissioner Nystuen described his volunteer work fundraising for the Kalispell Medical Center</li> <li>• Commissioner Matheson mentioned her participation in the ShakeOut earthquake drill. She also described a training she did for FoodCorps volunteers on food and agriculture history. She is currently looking at unmet community needs in rural areas as her focus for service in Montana.</li> <li>• Commissioner Nicolai commented about her service on the board of the Career Training Institute and Youth Build</li> </ul>	
VII. Public Comment	<ul style="list-style-type: none"> <li>• Commissioner Olsen Billings thanked the commissioners for showing confidence in herself and Commissioner Vauthier to assume the position of Chair and Vice Chair</li> <li>• Commissioner Margolis encouraged commissioners to use their role on the commission to engage more with the press and help spread the word about the work of OCS and the commission</li> <li>• Director Dan Ritter encouraged commissioners to build relationships with policy makers and engage local legislators to help secure funding and also raise awareness about the work of AmeriCorps, OCS, and the commission</li> </ul>	
VIII. Adjourn	Meeting adjourned at 3:30pm	

Contact:

Governor's Office of Community Service  
PO Box 200801  
Helena, MT 59620

Phone: 406-444-9077

Fax: 406-444-4418

Email: [serve@mt.gov](mailto:serve@mt.gov)

Website: <http://serve.mt.gov>

Commissioner Contact Information posted at [serve.mt.gov](http://serve.mt.gov).